

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

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17 SEP 26 PM 2:34

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Postsecondary National Policy Institute (PNPI)

Travel date(s): August 21-24, 2017

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$530.56	\$387.00	\$116.88	N/A
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	N/A	N/A	N/A	N/A
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Attended a seminar on postsecondary data on states, systems and institutions. See agenda for additional information.

09/10/17
(Date)

ANDREW LAZARSE
(Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

9/26/17
(Date)

Lamar Alexander
(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

ETHIC JUL19'17PM 4:17

Name of Traveler: Andrew LaCasseEmploying Office/Committee: Senate HELP CommitteePrivate Sponsor(s) (list all): Postsecondary National Policy Institute (PNPI)Travel date(s): August 21-24 2017*Note: If you plan to extend the trip for any reason you must notify the Committee.*Destination(s): Austin, TX

Explain how this trip is specifically connected to the traveler's official or representational duties:

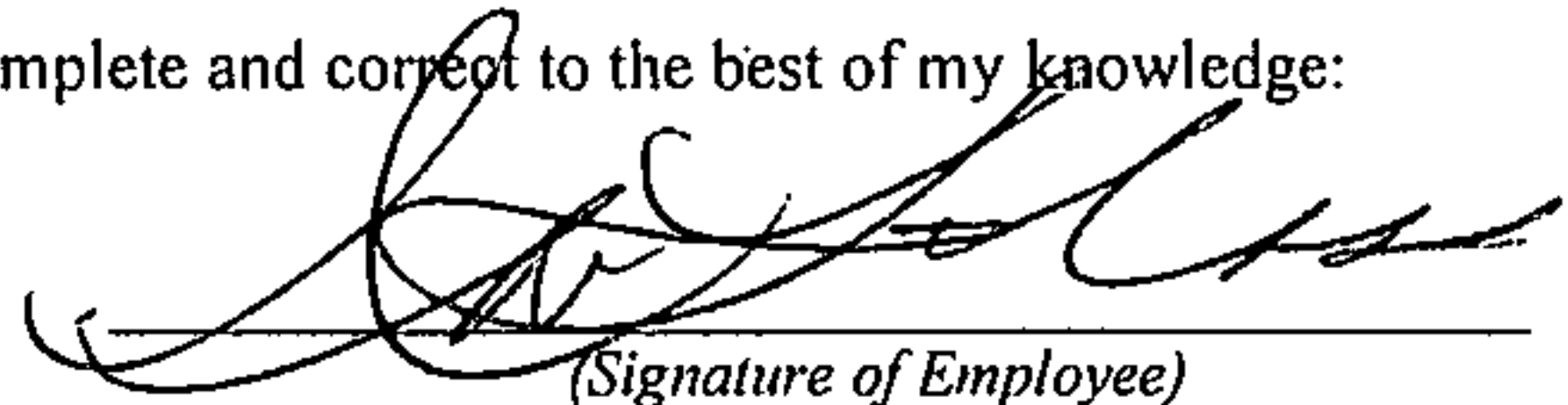
as an Education Policy Advisor
 I handle higher education and data issues for the Committee. The HELP Committee is in the process of reauthorizing the Higher Education Act and this trip will enhance my knowledge and understanding of higher education data and security, and its implications for rewriting the law.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

07/19/2017
 (Date)


 (Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

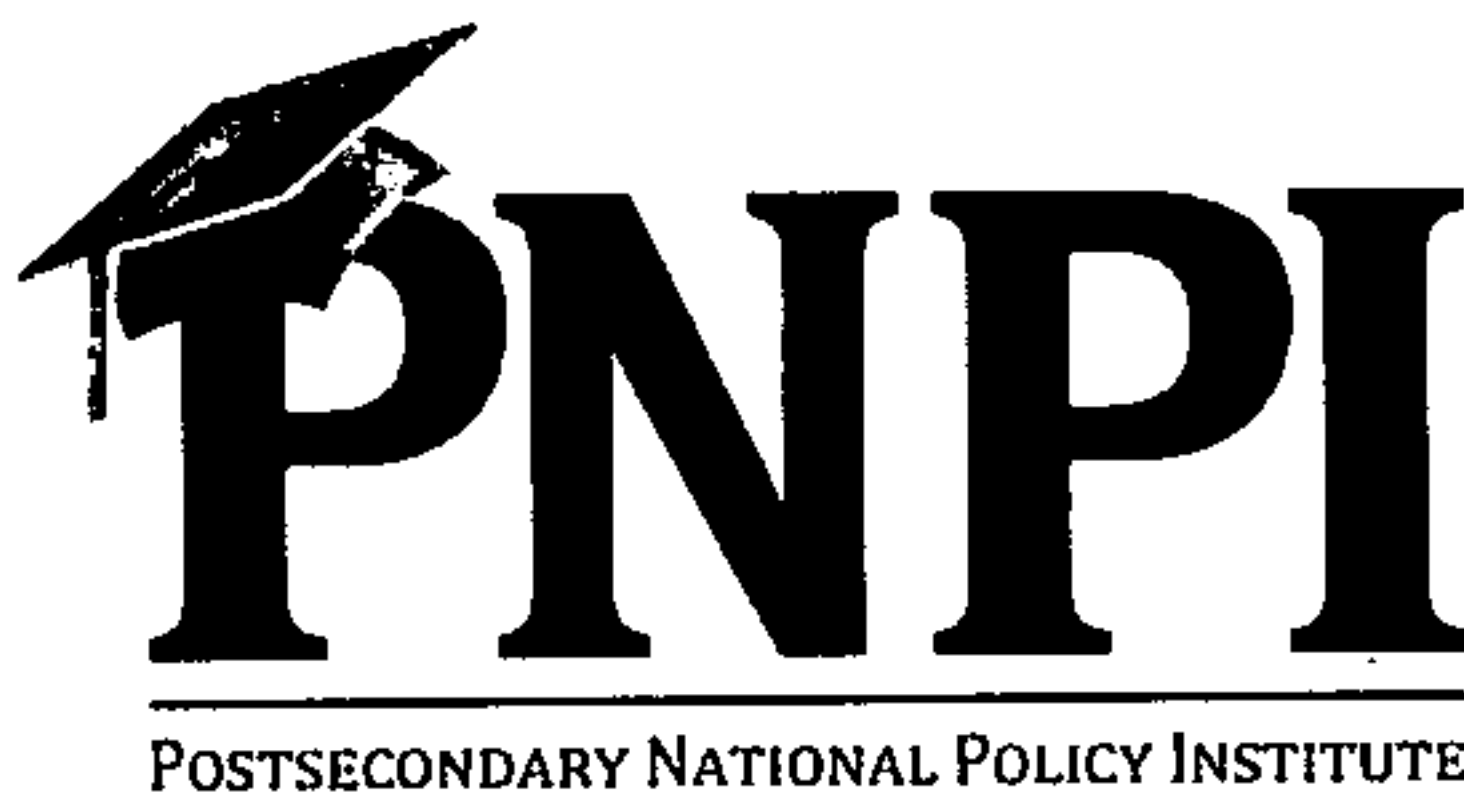
I, Lamar Alexander hereby authorize Andrew LaCasse
 (Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

7/19/17
 (Date)

Lamar Alexander
 (Signature of Supervising Senator/Officer)



Postsecondary Data Seminar: States, Systems, and Institutions

Monday, August 21 - Thursday, August 24
Austin, Texas

SEMINAR GOALS

Introduce staff to, and extend their knowledge of, how states and state systems collect, house, maintain and use postsecondary data.

Introduce staff to data linkages across states and state agencies.

Introduce staff to, and extend their knowledge of, how institutions of higher education (IHEs) collect, house, maintain and use postsecondary data.

Introduce staff to the types of data relationships that do and could exist between states, state systems and IHEs.

AGENDA

Monday, August 21

7:25 PM Arrive Austin, TX

8:30 PM **Check-In: Hilton Garden Inn, Austin, TX**

Tuesday, August 22

8:00 AM-9:00 AM **Breakfast**
Hilton Garden Inn

9:00 AM-10:30 AM **Welcome & A Data State of the States**
Hilton Garden Inn

Speakers:

Dr. Christina Whitfield, Associate Vice President, State Higher Education Executive Officers Association

Rachel Zinn, Director, Workforce Data Quality Campaign

Questions for Discussion:

What are the various types of state postsecondary data systems?

How are these systems created?

What are the distinguishing features of these systems?

How have states used these systems?

What are the limitations of these systems? What are their strengths?

What are some commonalities for state use of these systems?

What states are leaders in postsecondary data collection?

What are some best practices for the creation, use, and governance of these systems?

How are these systems funded?

10:30 AM-10:45 AM **Break**

10:45 AM-12:15 PM **State to State Data Exchanges**
Hilton Garden Inn

Speakers:

Iris Palmer, Senior Policy Analyst, New America

Patrick Lane, Project Manager, Western Interstate Commission for Higher Education

Questions for Discussion:

What is a state to state exchange?

What questions can these exchanges answer that a standalone system cannot?

How are these systems maintained?

What obstacles must be overcome in order to create such exchanges?

What is the Multistate Longitudinal Data Exchange?

Why is such an exchange necessary?

What are the challenges of such an exchange?

What are its limitations?

Can a state to state exchange replace the need for a federal data system?

12:15 PM-12:30 PM	Break
12:30 PM-2:00 PM	Lunch & Travel to the Texas Higher Education Coordinating Board Staff will stop for 60 minutes for lunch on the way to the Texas Higher Education Coordinating Board.
2:00 PM-3:30 PM	Overview of Texas Postsecondary Data System, Texas Higher Education Coordinating Board Offices

Speakers:

Dr. Raymund A. Paredes, Commissioner, Texas Higher Education Coordinating Board
Dr. David Gardner, Deputy Commissioner for Academic Planning and Policy, Texas Higher Education Coordinating Board
Dr. Julie Eklund, Assistant Commissioner for the Strategic Planning and Funding Division, Texas Higher Education Coordinating Board

Questions for Discussion:

What systems comprise the Texas data landscape?
 What is the Texas P-16 Public Education Information Resource (TPEIR)?
 How and why was this system created?
 How is the system funded?
 How is the exchange of information governed?
 How has this system or other state based data systems impacted or improved postsecondary education in the state of Texas?
 What is the Texas Higher Education Accountability System? What role does postsecondary data play in that system?

3:30 PM- 4:00 PM	Travel to University of Texas System Offices
4:00 PM-5:30 PM	A System-Wide Approach to Data, University of Texas System Offices

Speakers:

Dr. Stephanie A. Bond Huie, Vice Chancellor, University of Texas System
Dr. David Troutman, Associate Vice Chancellor for Institutional Research and Decision Support, University of Texas System

Questions for Discussion:

How does the University of Texas System use postsecondary data?
What is seekUT?
What is the UT system Dashboard? How does the dashboard help improve postsecondary outcomes for Texans?

6:00 PM-8:00 PM **Working Dinner & Wrap Up/Travel back to Hotel**

MaryEllen McGuire, President, PNPI
Jared Bass, Federal Director, PNPI

Discussion Questions:

What have you learned about state and system postsecondary data systems?

What further questions do you have regarding postsecondary data systems at the state and system levels?

What did you learn about Texas' approach to postsecondary data?

How did this approach differ from what you learned about other state data systems?

Wednesday, August 23

8:00 AM-9:00 AM	Breakfast, Hilton Garden Inn Hilton Garden Inn
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9:00 AM-10:30 AM **Institutional Approaches to Postsecondary Data,
Hilton Garden Inn**

Speakers:

Manuela Ekowo, Policy Analyst, New America
Dr. Mark Becker, President, Georgia State University
Dr. Jose Luis Cruz, President, Lehman College
Dr. David Laude, Senior Vice Provost for Strategic Initiatives, University of Texas at Austin

Questions for Discussion:

How are institutions using data to improve postsecondary education?

What are predictive analytics?

What are the benefits and limitations of using predictive analytics?

What are some of the challenges associated with an institutional focus on “big data?”

How are institutions addressing and protecting student privacy in the use of postsecondary data tools?

Are there any best practices associated with the creation, maintenance, and use of data at the institutional level? How are these approaches funded?

10:30 AM-11:00 AM **Travel to University of Texas at Austin (UT Austin)**

11:00 AM-11:15 AM	Welcome from UT Austin President and Provost, UT Austin President Gregory Fenves and Provost Maurie McInnis
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11:15 AM- 12:45 PM Overview of Postsecondary Data Usage at UT Austin, UT Austin

Speakers:

Dr. Tara O'Neil, Director, Office of Enrollment Analytics, University of Texas at Austin
Dr. Jamie Pennebaker, Executive Director, Project 2021, University of Texas at Austin
Dr. Celeste Alexander, Director, Texas Education Research Center, University of Texas at Austin
Carolyn Connerat, Associate Vice Provost for Student Success Initiatives, University of Texas at Austin

Questions for Discussion:

How does UT Austin use postsecondary data?
How is the data collected and maintained?
How does UT Austin address student privacy and data security concerns?
What changes have occurred as a result of UT Austin's use of predictive analytics?
What are some of the experiences of students who have been impacted by predictive analytics or other data driven postsecondary interventions? How do students respond to these interventions?
What is the Education Research Center, and how does UT Austin use this center to facilitate postsecondary research?

12:45 PM-1:00 PM Travel to Lunch

1:00 PM-2:00 PM Working Lunch with Students & Faculty, UT Austin

Speakers:

Students and Faculty selected by UT Austin

Questions for Discussion:

What do you know about UT Austin's data collection efforts? Are you aware of what student level data they are collecting?
Do you actively worry about the privacy and security of your data?
How have you been personally impacted by predictive analytics or other data driven postsecondary interventions at UT? Are they a good or bad thing?

2:00 PM-3:00 PM Wrap Up Discussion & Farewell

Questions for Discussion:

How might the federal government further support the work of institutions like UT Austin in leveraging data to improve programming and student outcomes?
If there was one key takeaway from the work of UT Austin with postsecondary data, what would it be?
What additional questions do Congressional staff have about UT Austin and postsecondary data?

3:00 PM-3:30 PM

Travel to Austin Community College (ACC)

3:30 PM- 4:30 PM

Overview of Postsecondary Data Usage at Austin Community College, ACC

Speakers:

Dr. Virginia Fraire, Vice President, Student Services, Austin Community College & other representatives from Austin Community College

Questions for Discussion:

How does Austin Community College use postsecondary data?

How is the data collected and maintained?

What is DegreeMap?

How does ACC address student privacy concerns?

How does ACC address security concerns?

What changes have occurred as a result of DegreeMap?

What is the Direct to College Achievement Plan?

How does ACC leverage partnerships with businesses and others to achieve its goals?

4:30 PM- 5:30 PM

ACC Student Panel

Speakers:

Students selected by ACC

Questions for Discussion:

What do you know about ACC's data collection efforts? Are you aware of what student level data they are collecting?

Do you actively worry about the privacy and security of your data?

Have you personally been impacted by DegreeMap? If so, how?

5:30 PM-6:00 PM

Wrap Up & Farewell

Questions for Discussion:

How might the federal government further support the work of institutions like ACC in leveraging data to improve programming and student outcomes?

If there is one key takeaway from the work of ACC with postsecondary data, what would it be?

What additional questions do Congressional staff have about ACC and postsecondary data?

6:00 PM- 6:30 PM

Travel to Dinner

6:30 PM-8:30 PM **Working Dinner/Travel back to Hotel**

Facilitators:

MaryEllen McGuire, President, PNPI

Jared Bass, Federal Director, PNPI

Discussion Questions:

What did you learn about UT Austin and ACC's approaches to postsecondary data?

How did their approaches differ from the institutions we heard from at the start of our day?

Thursday, August 24

8:00 AM-10:00 AM **Breakfast & Wrap-up Discussion, Hilton Garden Inn**

Facilitators:

MaryEllen McGuire, President, PNPI

Jared Bass, Federal Director, PNPI

Discussion Questions:

What remaining questions do you have about data use at the state, system and institution levels?

What challenges do states, systems and institutions have with regard to obtaining and applying data to improve student outcomes?

What are the benefits of having states, systems and institutions leverage postsecondary student data?

What is the role, if any, of the federal government in facilitating the use or sharing of postsecondary data at the state, system or institution levels?

What further questions do you have about postsecondary data use or application?

What follow up programming might you be interested in regarding states, systems or institutions and data?

10:00 AM **Check-out & Depart for Austin Airport**

11:00 AM **Lunch at the Airport**

12:05 PM **Depart Austin, Texas**

4:15 PM **Arrive Washington D.C. (DCA)**



Postsecondary Data Seminar: States, Systems, and Institutions

Participant List
August 21-24, 2017
Austin, Texas

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July 10, 2017

Dear Andrew LaCasse,

We are writing to invite you to participate in the Postsecondary National Policy Institute's (PNPI) *Postsecondary Data Seminar: States, Systems, and Institutions*, August 21-24, 2017 in Austin, TX.

This seminar is designed to extend your knowledge of how states, systems, and institutions collect, house, maintain, and use postsecondary data. It will also introduce you to postsecondary data exchanges across states. Finally, it will deepen your understanding of the types of data relationships that do and could exist between the federal government, states, state systems, and institutions of higher education.

PNPI fully complies both with the rules enacted by the United States Senate and with the provisions contained in S.1 (P.L. 110-81) as they relate to privately-funded travel of Congressional staff. Included with this invitation are all the forms necessary for Ethics rules compliance.

By Friday, July 21, 2017, you must submit the following forms and documents directly with the Ethics Committee in Hart 220:

- A copy of this PNPI invitation;
- A completed Private Sponsor Travel Certification Form with all attachments, including a Senate invitee list;
- An itinerary and agenda; and
- A completed and signed Employee Pre-Travel Authorization Form.

After receiving the completed travel package, the Ethics Committee will review the package and issue an approval for travel to you or your sponsoring Member. The Ethics Committee advises all Senate employees to maintain copies of all submitted forms for their own records. After the seminar, we will provide you with a post-travel form that you will need to complete and submit to the Ethics Committee.

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PNPI has sponsored sixteen prior seminars on the topics of college cost (held in Towson, Maryland in May 2012), student financial aid (held at New America and George Mason University in August 2012, the George Washington University in August 2013, the University of Virginia in August 2014 and the Kent Manor Inn in Stevensville, MD in May 2015 and June 2017), higher education accreditation (held in Owings Mills, Maryland in January 2013 and in Warrenton, VA in March 2016), competency-based education and prior learning assessment (held in Manchester, New Hampshire in May 2013), MOOCs and online learning (held at the Airlie Center in Warrenton, VA in April 2014), Minority-Serving Institutions (held in Atlanta, GA in October 2014 and in Seattle, WA in October 2015), non-traditional students (held at the Kent Manor Inn in Stevensville, MD in August 2015), and loan servicing (held in Harrisburg, PA in August 2016). PNPI also sponsored a general issues Boot Camp (held at Kent Manor in Stevensville, MD in June 2016) and a federal postsecondary data primer (held at the Airlie Center in Warrenton, VA in April 2017). All prior PNPI trips have been approved by the Ethics Committee.

18. Reason for selecting the location of the event or trip.

The state of Texas is a leader in the use of postsecondary data to advance student outcomes at the state, system, and institutional levels. As the capital of Texas, Austin is home to key state and system-wide offices as well as a number of institutions of higher education currently leveraging data to improve student outcomes. Our visit to Texas will include meetings with the Texas Higher Education Coordinating Board and leadership at the University of Texas System offices and include site visits to the University of Texas at Austin and Austin Community College.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary.

Staff will fly coach from DCA to AUS on Southwest Airlines on August 21, 2017 and from AUS to DCA on Southwest Airlines on August 24, 2017. A coach class shuttle will be used to transport staff to meetings and site visits once we are on the ground in Austin.

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